

BELLEVUE PUBLIC LIBRARY BOARD MEETING
TUESDAY October 15, 2024 – 5:30 P.M.
BELLEVUE PUBLIC LIBRARY, BELLEVUE, IOWA

The Bellevue Public Library Board met on Tuesday, October 15, 2024 at 5:31 P.M. with President Curt Zeimet presiding

The roll was called as follows: Present: Board members Curt Zeimet, Ann Bernhard Hoff, Myia Steines, Linda Nudd, Katie Dondlinger and Heather Wood. Also present was Michael Burriss, current Director and Secretary.

APPROVAL OF AGENDA

President Zeimet asked the Board for any additions, deletions, or corrections to the agenda. A motion to approve the agenda was made by Nudd and seconded by Dondlinger. Unanimously approved.

APPROVAL OF MINUTES OF REGULAR MEETING

After reading the minutes of the previous meeting, President Zeimet asked for any additions or corrections to the minutes of September 17, 2024. A motion was made by Bernhard Hoff and seconded by Wood to approve the minutes. Unanimously approved.

Correspondence.

No correspondence was presented.

Director's Report

Class visits are going well. The rearrangement of children's non-fiction is approximately half done. Reshelving boxes have been added to the children's section so library staff will reshelve the books correctly rather than be at the mercy of the children's impulses. Retirements at the State Library will delay the deadline for our state recertification by one year, so the deadline is now June 30, 2026.

FINANCIAL REPORT AND APPROVAL OF BILLS

The Director presented the library bills for the month of September 2024. A motion was made to approve \$2,500 of the Library Gift funds to supplement the Library Books budget and be apportioned over the remainder of the fiscal year by Steines and seconded by Nudd. A motion to approve the library reports and the bills was made by Wood and seconded by Dondlinger. Both motions were unanimously approved.

UNFINISHED BUSINESS

All staff job descriptions were reviewed and compared to actual duties as carried out by staff. No duties were found outside of their job descriptions. The children's librarian is directed to begin the preschool story times in the coming months.

NEW BUSINESS

There were no members of the public to speak at the meeting. The Library Board approved the change made to the City Personnel Policy regarding bereavement leave.

Myia Steines was elected Vice-President on a unanimous vote. The next election will take place in July of 2025, and all officers of the Board will be up for election at that time. The Library Director is instructed to compile a list of when Library Board members were appointed to serve and when current officers were elected for their role.

An ad will be written by the Director, and reviewed by members of the Board, to recruit members of the Library District to serve on the Board to fill the vacancy left by Samuel Felderman (which ends June 2025.) This ad will be placed on Facebook, the library website, and will run in the newspaper. Interested applicants will be collected through November 15, 2024.

The November 2024 library calendar was presented to the Board. The library will be closed on Veterans' Day (Nov. 11) and from Nov. 28 through Nov. 30 for the Thanksgiving Holiday. The next regular Library Board meeting will be November 19, at 5:30 pm in the Council chambers.

ADJOURNMENT

There being no further business, President Zeimet adjourned the meeting at 7:01 p.m.

Respectfully submitted, Michael Burriss, Director and Secretary